

**ARMY COMMUNITY SERVICE
VOLUNTEER DAILY TIME RECORD**

For use of this form, see AR 608-1; the proponent agency is DCSPER.

INSTRUCTIONS

Upon resignation, retirement, or transfer, a duplicate of this record will be furnished for the personal file of the volunteer. In case of transfer, original record will be furnished the gaining organization. Upon completion of the calendar year, the annual total will be recorded on DA Form 4181-R.

19	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL
JAN																																
FEB																																
MAR																																
APR																																
MAY																																
JUN																																
JUL																																
AUG																																
SEP																																
OCT																																
NOV																																
DEC																																
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC																		TOTAL		
TRAVEL TIME																																
PRODUCTIVE TIME																																
TOTAL TIME																																

DA FORM 4713-R, Apr 83

EDITION OF JUL 78 IS OBSOLETE.